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**Real Estate Appraisers  
09/19/2017 09:30 AM**

861 Silver Lake Blvd., Cannon Building  
Second Floor Conference Room B  
Dover, DE 19904

Posted:09/12/17 JW

Posted:09/18/17 JW



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE  
203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**

**COUNCIL ON REAL  
ESTATE APPRAISERS**

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**AMENDED AGENDA**

**(Amended items are noted with an  
asterisk\*)**

**I. Call to Order**

**II. Review and Approval of Minutes**

- A. Meeting Minutes – July 18, 2017

**III. Unfinished Business**

- A. Sign Final Orders

**IV. New Business**

- A. Approval of Continuing Education Activities
  - 1. Calypso Continuing Education, "Construction Details; From Concept to Completion", 7 hours CE (classroom)
  - 2. Delaware Association of Appraisers, "Delaware Law, Rules and Regulations", 3 hours CE (classroom)
  - 3. McKissock, LLC., "Complex Properties: The Odd Side of Appraisal", 7 hours CE (online)

4. McKissock, LLC., "That's a Violation", 4 hours CE (online)
5. A la mode Technologies, LLC., "Accurate Sketching Made Easy", 3 hours CE (classroom)
6. A la mode Technologies, LLC., "Developing Compliant Reports Using TOTAL", 7 hours CE (classroom)
7. A la mode Technologies, LLC., "Mobile Appraiser Workflow", 7 hours CE (classroom)
8. Appraisal Institute, "Solving Land Valuation Puzzles", 7 hours CE (classroom)
9. Appraisal Institute, "Online Appraisal of Medical Office Buildings", 7 hours CE (online)
10. Appraisal Institute, "Online Case Studies in Appraising Green Commercial Buildings", 15/14 CE (online)
11. Appraisal Institute, "Review Case Studies Residential-Synchronous", 15/14 CE (online)
12. Appraisal Institute, "Practical Applications in Appraising Green Commercial Properties", 15/14 hours CE (classroom)
13. Appraisal Institute, "Online Supervisory Appraiser/Trainee Appraiser Course", 4 hours CE (online)
14. Dynasty School, "Advanced Residential Applications & Case Studies", 15 hours CE (online)
15. Southern NJ Chapter of the Appraisal Institute, "22nd Annual September Symposium", 7 hours CE (classroom)
16. ASFMRA, "Uniform Appraisal Standards for Federal Land Acquisitions", 21 hours CE (classroom)
17. ASFMRA, "Valuation of Conservation Easements & Other Partial Interests in Real Estate", 22 hours CE (classroom)
18. ASFMRA, "Best in Business Ethics", 3 hours CE (classroom)
19. ASFMRA, "Foundations of Appraisal Review (A600)", 40 QE/36 CE hours (classroom)
20. ASFMRA, "Advanced Appraisal Exam Preparation Course", 20 hours CE (classroom)
21. ASFMRA, "Advanced Rural Case Studies", 36 hours CE (classroom)
22. ASFMRA, "Income Approach for General Appraisers, Part 1 (A303)", 30 QE/27 CE hours (classroom)

23. ASFMRA, "Integrated Approaches to Value (A304)", 30 QE/27 CE hours (classroom)
24. ASFMRA, "Cost Approach for General Appraisers (A301)", 30 QE/27 CE hours (classroom)
25. ASFMRA, "Sales Comparison Approach for General Appraisers (A302)", 30 QE/27 CE hours (classroom)
26. ASFMRA, "Eminent Domain (A250)", 22 QE/20 CE hours (classroom)
27. ASFMRA, "General Market Analysis and Highest & Best Use (A290), 30 QE/28 CE hours (classroom)
28. ASFMRA, "Basic Appraisal Principles (A101)", 30 QE/28 CE hours (classroom)
29. ASFMRA, "Basic Appraisal Procedures (A102)", 30 QE/28 CE hours (classroom)
30. McKissock, LLC., "Expert Witness for Commercial Appraisers-Subject Matter Electives", 15 hours QE (online)
31. McKissock, LLC., "Residential Market Analysis and Highest & Best Use", 15 hours QE (online)
32. McKissock, LLC., "Residential Report Writing and Case Studies", 15 hours QE (online)
33. McKissock, LLC., "General Appraiser Income Approach", 60 hours QE (online)
34. McKissock, LLC., "General Appraiser Market Analysis Highest and Best Use", 30 hours QE (online)
35. McKissock, LLC., "General Appraiser Sales Comparison Approach", 30 hours QE (online)
36. McKissock, LLC., "General Appraiser Site Valuation and Cost Approach", 30 hours QE (online)
37. McKissock, LLC., "Basic Appraisal Principles", 30 hours QE (online)
38. McKissock, LLC., "Basic Appraisal Procedures", 30 hours QE (online)
39. McKissock, LLC., "Commercial Appraisal Review-Subject Matter Elective", 15 hours QE (online)
40. McKissock, LLC., "General Report Writing & Case Studies", 30 hours QE (online)
41. McKissock, LLC., "REO Appraisal: Guidelines and Best Practices-Live Webinar", 4 hours CE (online)

42. McKissock, LLC., "Appriasal Practices of Manufactured Housing-Live Webinar", 4 hours CE (online)
43. McKissock, LLC., " Expert Witness Testimony: To Do or Not To Do-Live Webinar", 4 hours CE (online)
44. McKissock, LLC., "Fannie Mae Appraisal Guidelines-Live Webinar", 4 hours CE (online)
45. McKissock, LLC., "A Review of Disciplinary Cases-Live Webinar", 3 hours CE (online)
46. McKissock, LLC., "Adjustment Support for Residential Appriasers-Live Webinar", 4 hours CE (online)
47. McKissock, LLC., "Analyze This! Applications of Appraisal Analysis-Live Webinar", 4 hours CE (online)
48. McKissock, LLC., "Statistics, Modeling and Finance", 15 hours QE (online)
49. McKissock, LLC., "Residential Appraiser Site Valuation and Cost Approach", 15 hours QE (online)
50. McKissock, LLC., "Residential Sales Comparison and income Approaches", 30 hours QE (online)
51. McKissock, LLC., "Residential Appraisal Review and USPAP Compliance", 7 hours CE (online)
52. McKissock, LLC., "Residential Property Inspection for Appraisers", 7 hours CE (online)
53. McKissock, LLC., "Residential Report Writing: More Than Forms", 7 hours CE (online)
54. McKissock, LLC., "Support Your Adjustments-Methods for Residential Appraisers", 3 hours CE (online)
55. McKissock, LLC., "The FHA Handbook 4000.1-Live Webinar", 5 hours CE (online)
56. McKissock, LLC., "Workfile: Your Best Defense Against an Offense-Live Webinar", 5 hours CE (online)
57. McKissock, LLC., "Managing Appraiser Liability", 6 hours CE (online)
58. McKissock, LLC., "The Nuts and Bolts of Green Building for Appraisers", 3 hours CE (online)
59. McKissock, LLC., "Relocation Appraisal and the ERC Form", 6 hours CE (online)
- 60.

- McKissock, LLC., "Issues in Appraiser Liability-Live Webinar", 4 hours CE (online)
61. McKissock, LLC., "Recognizing Mortgage Fraud and Its Effects-Live Webinar", 4 hours CE (online)
  62. McKissock, LLC., "Introduction to Expert Witness Testimony for Appraisers-To Do or Not To Do", 4 hours CE (online)
  63. McKissock, LLC., "Appraisal Subject Matter Electives", 20 hours QE (online)
  64. McKissock, LLC., "Advanced Residential Applications and Case Studies", 15 hours QE (online)
  65. McKissock, LLC., "Understanding Residential Construction", 7 hours CE (online)
  66. McKissock, LLC., "Workfile Documentation for Appraisers", 4 hours CE (online)
  67. McKissock, LLC., "2016-2017 15-Hour National USPAP", 15 hours QE (online)
  68. McKissock, LLC., "The Dirty Dozen", 3 hours CE (online)
  69. McKissock, LLC., "The FHA Handbook 4000.1", 7 hours CE (online)
  70. McKissock, LLC., "The Income Approach: An Overview", 7 hours CE (online)
  71. McKissock, LLC., "The Sales Comparison Approach", 7 hours CE (online)
  72. McKissock, LLC., "Basic Hotel Appraising-Limited Service Hotels", 7 hours CE (online)
  73. McKissock, LLC., "Divorce and Estate Appraisal: Elements of Non-Lender Work", 4 hours CE (online)
  74. McKissock, LLC., "Delaware Laws and Regulations for Appraisers", 7 hours CE (online)
  75. McKissock, LLC., "The Cost Approach", 7 hours CE (online)
  76. McKissock, LLC., "Fundamental Concepts of Analysis", 7 hours CE (online)
  77. McKissock, LLC., "Fannie Mae Guidelines: Debunking the Myths", 4 hours CE (online)
  78. McKissock, LLC., "Essential Elements of Disclosures and Disclaimers", 5 hours CE (online)
  79. McKissock, LLC., "Land and Site Valuation", 7 hours CE (online)

80. McKissock, LLC., "Introduction to the Uniform Appraisal Dataset", 2 hours CE (online)
81. McKissock, LLC., "Introduction to Legal Descriptions", 2 hours CE (online)
82. McKissock, LLC., "Understanding Limited Service Hotels-The Basics of Hotel Appraising", 7 hours CE (online)
83. McKissock, LLC., "The FHA Handbook 4000.1", 7 hours CE (online)
84. McKissock, LLC., "That's a Violation: Appraisal Standards in the Real World", 3 hours CE (classroom)
85. McKissock, LLC., "Appraisal of Self-Storage Facilities", 7 hours CE (online)
86. McKissock, LLC., "Appraisal of Single Tenant Distribution Centers", 6 hours CE (online)
87. McKissock, LLC., "Appraisal Review for Commercial Appraisers", 7 hours CE (online)
88. McKissock, LLC., "Appraisal of Land Subject to Ground Leases", 7 hours CE (online)
89. McKissock, LLC., "Appraisal of REO and Foreclosure Properties", 7 hours CE (online)
90. McKissock, LLC., "Appraisal of Owner-Occupied Commercial Properties", 7 hours CE (online)
91. McKissock, LLC., "Appraising Small Apartment Properties", 6 hours CE (online)
92. McKissock, LLC., "Avoiding Mortgage Fraud for Appraisers", 7 hours CE (online)
93. McKissock, LLC., "Appraising Manufactured Homes", 4 hours CE (classroom)
94. McKissock, LLC., "Documenting the Appraiser's Workfile", 3 hours CE (classroom)
95. McKissock, LLC., "Delaware Appraisal Laws & Regulations", 3 hours CE (classroom)
96. McKissock, LLC., "Appraising REO Properties", 4 hours CE (classroom)
97. McKissock, LLC., "National USPAP Update (2016-2017)", 7 hours CE (classroom)
98. McKissock, LLC., "Guidelines for Fannie Mae Appraisals", 5 hours CE (classroom)

99. McKissock, LLC., "Exploring Appraiser Liability", 7 hours CE (classroom)
100. McKissock, LLC., "Support Your Adjustments-Techniques for Residential Appraisers", 4 hours CE (classroom)
101. McKissock, LLC., "Strange but True: Appraising Complex Residential Properties", 7 hours CE (classroom)
102. McKissock, LLC., "Self-Storage Appraisal: Understanding the Valuation Process", 7 hours CE (classroom)
103. McKissock, LLC., "Understanding Owner Occupied Properties: A Guide for Commercial Appraisers", 7 hours CE (classroom)
104. McKissock, LLC., "2016-2017 7-Hour National USPAP Update Course" 7 hours CE (online)
105. McKissock, LLC., "Valuing Vacant Land and Sites", 4 hours CE (classroom)
106. McKissock, LLC., "Advanced Hotel Appraising-Full Service Hotels", 7 hours CE (online)
107. McKissock, LLC., "A Review of Disciplinary Cases: How to Avoid a Visit with the Licensing Board", 3 hours CE (online)
108. McKissock, LLC., "Appraisal of Fast Food Facilities", 7 hours CE (online)
109. McKissock, LLC., "Appraisal of Assisted Living Facilities", 8 hours CE (online)
110. McKissock, LLC., "Appraisers: How to Recognize and Avoid Mortgage Fraud", 7 hours CE (classroom)
111. McKissock, LLC., "Appraisal of Assisted Living Facilities", 7 hours CE (classroom)
112. McKissock, LLC., "Appraisal of Industrial Incubators", 7 hours CE (online)
113. Maryland Association of Appraisers, "Cost Approach", 15 hours CE (classroom)
114. Appraisal Institute, "Residential Sales Comparison and Income Approaches", 30 hours QE/CE (classroom)
115. Appraisal Institute, "Advanced Residential Applications & Case Studies-Part 1", 15 hours QE/CE (classroom)
116. Appraisal Institute, "Residential Site Valuation and Cost Approach", 15 hours QE/CE (classroom)
117. Appraisal Institute, "Review Theory-Residential", 17 hours CE (online)

118. Appraisal Institute, "Advanced Residential Report Writing-part 2", 30 hours QE/CE (online)
119. Appraisal Institute, "Advanced Market Analysis and Highest & Best Use", 35 hours QE/CE (online)
120. Appraisal Institute, "Quantitative Analysis", 35 hours QE (online)
121. Appraisal Institute, "Quantitative Analysis", 32 hours CE (online)
122. Appraisal Institute, "Advanced Income Capitalization", 35 hours QE/CE (online)
123. Appraisal Institute, "Advanced Concepts & Case Studies", 40 hours QE/CE (online)
124. Appraisal Institute, "Basic Appraisal Principles", 28 hours CE (online)
125. Appraisal Institute, "Basic Appraisal Principles", 30 hours QE (online)
126. Appraisal Institute, "Basic Appraisal Procedures", 30 hours QE (online)
127. Appraisal Institute, "Basic Appraisal Procedures", 28 hours CE (online)
128. Appraisal Institute, "Residential Report Writing and Case Studies", 14 hours CE (online)
129. Appraisal Institute, "General Appraiser Sales Comparison Approach", 30 hours QE/CE (online)
130. Appraisal Institute, "General Appraiser Site Valuation and Cost Approach", 30 hours QE (online)
131. Appraisal Institute, "General Appraiser Site Valuation and Cost Approach", 28 hours CE (online)
132. Appraisal Institute, "Cool Tools: New Technology for Real Estate Appraisers", 7 hours CE (online)
133. Appraisal Institute, "Business Practices and Ethics", 5 hours CE (online)
134. Appraisal Institute, "General Appraiser Income Approach-Part 2", 30 hours QE (online)
135. Appraisal Institute, "General Appraiser Income Approach-Part 2", 27 hours CE (online)
136. Appraisal Institute, "General Appraiser Income Approach-Part 1", 30 hours CE (online)
137. Appraisal Institute, "Appraising Convenience Stores", 7 hours CE (online)



138. Appraisal Institute, "The Discounted Cash Flow Model: Concepts, Issues and Applications", 5 hours CE (online)
139. Appraisal Institute, "Advanced Concepts & Case Studies", 40 hours QE/CE (online)
140. Appraisal Institute, "Real Estate Finance Statistics and Valuation Modeling", 15 hours QE (online)
141. Appraisal Institute, "Comparative Analysis", 7 hours CE (online)
142. Appraisal Institute, "Introduction to Green Buildings: Principles & Concepts", 8 hours CE (online)
143. Appraisal Institute, "FHA Appraising-Principles and Procedures", 7 hours CE (online)
144. Appraisal Institute, "Condemnation Appraising: Principles & Applications", 21 hours CE (classroom)
145. Appraisal Institute, "Case Studies in Appraising Green Residential Buildings", 8 hours CE (online)
146. Appraisal Institute, "Data Verification Methods", 7 hours CE (online)
147. Appraisal Institute, "Subdivision Valuation", 7 hours CE (online)
148. Appraisal Institute, "Forecasting Revenue", 7 hours CE (online)
149. Appraisal Institute, "Reviewing Residential Appraisals and Using Fannie Mae Form 2000", 7 hours CE (online)
150. Appraisal Institute, "Using Your HP12C Financial Calculator", 7 hours CE (online)
151. Appraisal Institute, "Rates and Ratios: Making Sense of GIMs, OARs, and DCF", 7 hours CE (online)
152. Appraisal Institute, "General Appraiser Market Analysis and Highest & Best Use", 30 hours QE (online)
153. Appraisal Institute, "General Appraiser Market Analysis and Highest & Best Use", 30 hours QE (online)
154. McKissock, LLC., "The Basics of Expert Witness for Commercial Appraisers", 7 hours CE (online)
155. McKissock, LLC., "Income Approach Case Studies for Commercial Appraisal", 4 hours CE (online)
156. ASFMRA, "Agricultural Chattel Valuation", 8 hours CE (online)
157. Appraisal Institute, "General Appraiser Market Analysis and Highest & Best Use", 30 QE (online)

158. Appraisal Institute, "General Appraiser Market Analysis and Highest & Best Use", 28 CE (online)
159. Appraisal Institute, "General Appraiser market Analysis and Highest & Best Use", 30 CE (online)

B. Ratify Temporary Practice Permits

1. Ann Porter
2. Kelly Gorman
3. David Walden
4. Kristen Manners-Allen
5. Hilary Jones
6. Matthew Ansay
7. Ralph DeBee III
8. Charles Schierbeck
9. Brent Dickey
10. Bruce Nell
11. Charles Schierbeck
12. David Walden
13. Scott Fowler\*

C. Ratify Certified General Real Property Appraiser Applications

1. Giselle Nguyen
2. Svetlana Lenovitz
3. Mark Williams

D. Ratify Appraiser Trainee Applications

1. Kevin O'Malley
2. Connor Kogut
3. Dana Friend-Wright
4. Lydia Buck\*

E. Review and Consideration of Recommendation of the Chief Hearing Officer

- 1.

John Beitzel, #X2-0000365

F. Review and Consider Consent Agreement

1. SettlementOne Valuation Corporation, Case #19-09-16

G. Ratify Appraisal Management Company Registration Applications

1. PropertyRate, LLC.

**V. Correspondence**

**VI. Other Business before the Council (For Discussion Only)**

**VII. Public Comment**

**VIII. Next Meeting Date - October 17, 2017 at 1:00 p.m. in Conference Room**

**A.**

**IX. Adjournment**

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500  OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**